

Voluntary Remediation Agreement
Relating to [INSERT FACILITY NAME]

This Voluntary Remediation Agreement (the “Agreement”), entered into by and between the Indiana Department of Environmental Management (the “IDEM”) and _____ (the “Applicant”), is executed pursuant to the terms and conditions set forth herein. In consideration of those mutual undertakings and covenants, the parties agree as follows:

WHEREAS, the IDEM, by its Commissioner or his designee (the “Commissioner”), and the Applicant (the “Parties”), hereby enter into this Agreement pursuant to IC 13-25-5-8 for the purposes of remediating the release of hazardous substances or petroleum at [Facility Name; Facility City; Facility County], Indiana by entering into the Voluntary Remediation Program (the “VRP”). The activities conducted by the Applicant under this Agreement are subject to approval by the IDEM.

WHEREAS, the Commissioner has determined that the Applicant is eligible to participate in the VRP as established under IC 13-25-5. However, neither this determination nor the entry into this Agreement precludes any determination by the Commissioner at a later date that the Site poses an imminent and substantial threat to human health or the environment within the meaning of IC 13-25-5. The Commissioner may terminate this Agreement and the Applicant’s participation in the VRP if the Commissioner determines at a later date that the Applicant withheld or misrepresented information relevant to the Applicant’s eligibility, including, but limited to, any reason described in paragraph 23 of this Agreement.

1. Duties of Applicant. The Applicant shall provide the following work relative to this Agreement:

In accordance with the attached Exhibit A, *Scope of Work*; Exhibit B, *Schedule for Project Tasks*; and Exhibit C, *Special Conditions*.

2. Term. This Agreement shall become effective on the date of execution by the Commissioner and shall remain in effect until the earlier of: (1) issuance of the Covenant not to Sue, (2) termination of the Agreement by the Commissioner, or (3) withdrawal from the VRP by the Applicant.

3. Access to Records. The Applicant shall ensure that all books, documents, papers, accounting records, and other evidence pertaining to the subject matter covered under this Agreement are maintained. The records to be maintained by the Applicant include all records created by any contractors or subcontractors who perform work related to the remediation of the Site which is the subject to this Agreement. The Applicant shall make such materials available during the term of this Agreement and for six (6) years from the date of the termination or satisfaction of this Agreement for inspection by the State or its authorized designees; these materials shall be made available within a reasonable time frame as requested by IDEM at the Applicant’s office in Indiana or at IDEM’s office. Copies shall be furnished at no cost to the State if requested. After the six (6) year period, the Applicant shall notify the IDEM in writing thirty (30) days prior to the destruction of any such documents. At that time, if the IDEM request that some or all documents be preserved for a longer period of time, the Applicant shall provide the IDEM with the documents that the IDEM wishes to preserve. If the Applicant claims any document is not subject to IDEM’s review because it is confidential, then the Applicant shall provide IDEM with: a privilege log describing any document or record that is withheld and the basis of the privilege asserted; the date the document was created; and the document’s author(s), recipients(s), and

subject matter. Any dispute concerning invocation of the privilege shall be resolved pursuant to the dispute resolution provision under this Agreement.

4. Assignment; Successors. This Agreement is binding upon the Applicant's successors and assignees. No change in ownership, corporate, or partnership status of the Applicant shall in any way alter its status or responsibilities under this Agreement unless the Applicant withdraws or the IDEM terminates this Agreement. The Applicant shall provide a copy of this Agreement to the next subsequent owner or successor before ownership rights are transferred.

5. Audits. The Applicant acknowledges that it may be required to submit to an audit to ensure compliance with any of the terms of this Agreement. The Applicant has granted access to the IDEM for this purpose as specified in the attached Exhibit C, Special Conditions, Access.

6. Authority to Bind Applicant. The signatory for the Applicant represents that he/she has been duly authorized to execute this Agreement on behalf of the Applicant and has obtained all necessary or applicable approvals to make this Agreement fully binding upon the Applicant when his/her signature is affixed, and certifies that this Agreement is not subject to further acceptance by the Applicant when accepted by the IDEM.

7. Changes in Work. The Applicant shall not commence any additional work or significantly change the scope of the work under this Agreement until notification is provided to the IDEM.

8. Compliance with Laws.

A. All work undertaken by the Applicant pursuant to this Agreement shall be performed in compliance with all applicable federal, state, and local laws, ordinances, and regulations, including, but not limited to, all Occupational Safety and Health Administration, Department of Transportation, and Resource Conservation and Recovery Act regulations. In the event of a conflict in the application of federal, state, or local laws, nothing in this Agreement shall be construed as eliminating the Applicant's obligation to comply with the most stringent law

B. The Applicant shall be responsible for obtaining all necessary permits on a timely basis. However, if the Applicant wishes to utilize the permit waiver provisions under IC 13-25-4-26, the Applicant shall identify the specific permit(s) that the Applicant is seeking to have waived. The Applicant agrees to satisfy all requirements that would have been imposed on the Applicant under a permit but for IC 13-25-4-26; these requirements shall be determined by the IDEM and set forth in the RWP. In the event the Applicant does not wish to abide by those requirements, it may withdraw its request or terminate its participation in the VRP. If the Applicant undertakes an activity for which a permit is required without first obtaining a valid permit or approval of a permit waiver request or the Applicant fails to meet the requirements set forth in the RWP, the Applicant shall be subject to appropriate enforcement action.

C. Nothing in this Agreement relieves the Applicant of its obligations or responsibilities under the Resource Conservation and Recover Act, 42 USC 6901 et seq., including, but not limited to, the duty to meet any permit conditions financial responsibility, closure, post closure or corrective action, regardless of whether the RWP addressed the contaminants or property at issue.

D. Nothing in the Agreement, the Certificate of Completion, or the Covenant Not To Sue shall be construed to relieve the Applicant of any natural resource damage liability arising from contaminants, even if addressed by the RWP, including under the following authorities: 42 USC 9601 et seq. (CERCLA), 33 USC 2701 et seq., IC 13-25-4-8, or any common law theories of

public trust doctrine in Indiana. Applicant agrees that the period from the Effective Date of this Agreement until the Agreement is terminated or satisfied shall toll all statutes of limitations pertaining to any cause of action arising under Title 13 of the Indiana Code and relating to the release or threatened release that is the subject of this Agreement.

9. Administrative Costs.

A. Pursuant to IC 13-25-5-8, the Applicant agrees to reimburse the IDEM for all of its Administrative Costs associated with implementation of this Agreement. Administrative Costs may include, but are not limited to, costs for compliance monitoring (such as the collection and analysis of split or duplicate samples, inspection of the Applicant's activities, and Site visits), discussions regarding disputes, review and approval or disapproval of reports, environmental restrictive covenants, the costs of dispute resolution, copying of documents, travel, laboratory or sampling costs, and retention of a qualified person to oversee the work performed under this Agreement. Invoices of the IDEM's Administrative Costs shall be sent to the Applicant. Administrative Costs for salary, benefits and indirect costs of the IDEM personnel shall be calculated at a rate of \$69.11 (sixty-nine dollars and eleven cents) per hour or fractional rate thereof. As authorized by IC 13-25-5-8(a)(9), the IDEM considers this rate to be reasonable and necessary for the effective and efficient implementation of the Voluntary Remediation Program and to ensure that IDEM meets its obligations and all other expenses. The IDEM reserves the right to increase the hourly rate for Administrative Costs under this Agreement in accordance with the Consumer Price Index (CPI), per calendar year (effective every February 1st), Midwest Region Urban Zone, in the event the IDEM decides to increase the rate in order to effectively and efficiently implement the VRP. (Information about the CPI may be obtained at <http://www.bls.gov/cpi/>.) Exhibit D contains an itemized list of estimated Administrative Costs that the IDEM expects to incur under this Agreement. This estimate does not bind the IDEM to a maximum cost that the IDEM is entitled to bill the Applicant under this Agreement.

B. The Applicant shall pay these Administrative Costs within thirty (30) days of the due date of the invoice. In the event that payments are not made within thirty (30) days of the due date of the invoice, the Applicant shall pay interest on the unpaid balance at an annual rate of eight (8) percent pursuant to IC 24-4.6-1. The interest shall begin to accrue on the due date of the invoice and shall continue to accrue until the date of payment. The IDEM will not issue the Certificate of Completion nor will the Covenant Not To Sue be issued until the IDEM receives full payment of all Administrative Costs invoiced and due. Further, Applicant understands that a full accounting of all Administrative Costs incurred by the IDEM cannot be completed before the Certificate of Completion and Covenant Not To Sue have been issued; therefore, Applicant agrees to pay any invoices received after the Certificate of Completion and Covenant Not To Sue have been issued.

C. Checks shall be made payable to the Voluntary Remediation Fund and be mailed, along with a transmittal letter stating the Site name, number, and address, to the Indiana Department of Environmental Management; Attention: Cashier; 100 North Senate Avenue, Mail Code 50-10C; Indianapolis, Indiana 46204.

D. In the event that this Agreement is terminated for any reason, the Applicant agrees to reimburse IDEM for all of its Administrative Costs incurred to the time of termination.

10. Confidentiality Claim. The Applicant may assert a confidentiality claim with respect to any or all of the information requested or submitted pursuant to this Agreement, pursuant to applicable laws and rules including IC 13-14-11, IC 5-14-3, and 329 IAC 6.1-3. The Applicant shall adequately substantiate any assertion of confidentiality when the assertion is made.

Information determined to be confidential by IDEM shall be disclosed only to the extent permitted by law. If no such confidentiality claim accompanies the information when it is submitted to the IDEM, it may be made available to the public by the IDEM without further notice to the Applicant. The Applicant agrees not to assert any confidentiality claim with regard to any physical or analytical data.

11. Debarment and Suspension.

A. The Applicant certifies by entering into this Agreement that it will use reasonable efforts to ensure that none of its contractors or principals of its contractors, including subcontractors and any principals of the subcontractor, that are to perform work to satisfy this Agreement are debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into a contract to perform work to satisfy this Agreement. The Applicant shall consult with the appropriate licensing boards, including the Indiana Board of Licensure for Professional Geologists and the State Board of Registration for Professional Engineers, at least once every two years in order to demonstrate that it has used reasonable efforts to meet this requirement.

B. The Applicant certifies that it has verified the state and federal suspension and debarment status for all contractors and subcontractors performing work to satisfy this Agreement and shall be solely responsible for any recoupment, penalties or costs that might arise from use of a suspended or debarred contractor or subcontractor. The Applicant shall immediately notify the IDEM if any contractor or subcontractor becomes debarred or suspended, and shall, at the IDEM's request, take any steps required by IDEM to terminate its contractual relationship with the contractor or subcontractor for work to be performed under this Agreement.

12. Disputes.

A. Should any disputes arise with respect to this Agreement, the Applicant and the IDEM agree to act immediately to resolve such disputes. Time is of the essence in the resolution of disputes.

B. The Applicant agrees that, the existence of a dispute notwithstanding, it will continue without delay to carry out all its responsibilities under this Agreement that are not affected by the dispute. Should the Applicant fail to continue to perform its responsibilities regarding all non-disputed work, without delay, any additional costs incurred by the IDEM or the Applicant as a result of such failure to proceed shall be borne by the Applicant, and the Applicant shall make no claim against the IDEM for such costs.

C. The Applicant shall provide the IDEM with a written statement identifying the specific matters in dispute and providing the legal and technical bases for the Applicant's position. If the IDEM and the Applicant cannot resolve the dispute within fifteen (15) working days following the IDEM's receipt of the Applicant's written statement, then the parties agree to resolve the dispute by submitting it to the Commissioner pursuant to the following procedure:

1. The IDEM shall submit a written response to the Applicant's statement within twenty-five (25) working days of its receipt of Applicant's statement; this response shall also be provided to the Commissioner, along with a copy of the Applicant's statement. The Commissioner shall reduce a decision to writing and mail or otherwise furnish a copy thereof to the Applicant within thirty (30) working days after presentation of such dispute for action. The Commissioner's decision shall be final and conclusive unless the Applicant invokes the Administrative Orders and Procedures Act ("AOPA"), IC 4-21.5. The parties may mutually agree to submit the dispute to arbitration or mediation for a determination.

The above timeframes may be extended by agreement of the parties as specified in the attached Exhibit C, Special Conditions, Extension of Time Periods.

D. If either Party determines or the mediator declares that the dispute cannot be resolved through the mediation process, the Parties retain all rights under the Indiana Administrative Orders and Procedures Act, IC 4-21.5 ("IAOPA"). All deadlines and times for filing a petition for review, petition for stay, or any other redress or remedy under IAOPA shall be tolled during the mediation process and shall not begin to run until the aggrieved or affected party receives notice from the other Party or the mediator that the dispute cannot be resolved through the mediation process.

13. Force Majeure. In the event that either party is unable to perform any of its obligations under this Agreement or to enjoy any of its benefits because of natural disaster or decrees of governmental bodies not the fault of the affected party (hereinafter referred to as a "Force Majeure Event"), the Applicant shall immediately give notice to the IDEM project manager and shall do everything possible to resume performance. Increase of costs shall not be considered a Force Majeure Event. The Applicant shall have the burden of demonstrating that the event is a Force Majeure Event, and the Commissioner shall make the decision of whether an event is a Force Majeure Event. If the period of nonperformance exceeds beyond any written extension granted by the IDEM, upon giving written notice, the IDEM may terminate this Agreement.

14. Governing Laws. This Agreement shall be construed in accordance with and governed by the laws of the State of Indiana and suit, if any, must be brought in the Office of Environmental Adjudication. Further, the Applicant consents to personal jurisdiction in an Indiana state court and the Office of Environmental Adjudication, agrees to accept service of process in Indiana, and has designated [\[Insert Name of Registered Agent \(or Person Accepting Service for non-corporate applicants\)\]](#) for this purpose. Applicant agrees to always have a registered agent in Indiana (if Applicant is a corporation) or person accepting service (for non-corporate applicants) and provide IDEM with notice of any change in its registered agent or designated person within thirty (30) days of such change.

15. Indemnification. The Applicant agrees to indemnify, defend, and hold harmless the IDEM, its agents, officers, and employees from all claims and suits including court costs, attorney's fees, and other expenses caused by any act or omission of the IDEM and the Applicant and/or its contractors and subcontractors, if any, in the performance of this Agreement.

16. Key Person(s)/Designated Project Manager.

A. On or before the Effective Date of this Agreement, the Applicant and the IDEM shall each designate a Project Manager. Each Project Manager shall be responsible for overseeing the implementation of this Agreement. The IDEM Project Manager will be the designated IDEM representative at the Site. To the maximum extent possible, communications between the parties and all documents (including reports, approvals, and other correspondence) concerning the activities performed pursuant to this Agreement shall be directed through the Project Managers. Each party has the right to change its respective Project Manager, which party shall notify the other party of the change in writing and in a timely fashion.

B. The IDEM shall have the authority to halt, conduct, or direct any work required by this Agreement and/or any response actions or portions thereof if Site conditions present an imminent and substantial threat to human health or the environment. In the event that the IDEM Project

Manager halts work pursuant to this paragraph, the schedule of work described in the Remediation Work Plan and this Agreement shall be modified accordingly, or the IDEM may withdraw its approval of the Remediation Work Plan pursuant to the terms of this Agreement.

C. The absence of either party's Project Manager from the Site shall not be cause for the stoppage of work. The Applicant's Project Manager or his or her supervisor shall reasonably be available by telephone while work is being performed at the Site. The Applicant's Project Manager shall designate a person to be in charge of the work and this person will be available at the Site when work is being performed at the Site.

Each party's Designated Project Manager/Key Person(s) to this Agreement is specified in the attached Exhibit C, Special Conditions, Notice to Key Person(s)/Designated Project Manager.

17. Licensing Standards. The Applicant and its contractors and subcontractors shall comply with all applicable licensing standards, certification standards, accrediting standards and any other laws, rules or regulations governing services to be provided by the Applicant pursuant to this Agreement. If any licensure, certification or accreditation expires or is revoked, or if disciplinary action is taken concerning the applicable licensure, certification or accreditation, the Applicant shall notify the IDEM within 30 (thirty) days of Applicant's becoming aware of such action, and the IDEM, at its option, may terminate this Agreement.

18. Merger & Modification. This Agreement constitutes the entire agreement between the parties. No understandings, agreements, or representations, oral or written, not specified within this Agreement will be valid provisions of this Agreement. This Agreement may not be modified, supplemented or amended, in any manner, except by written agreement signed by all necessary parties.

19. Notice to Parties. Whenever any notice, statement or other communication is required under this Agreement, it shall be sent to the following addresses, as specified in the attached Exhibit C, Special Conditions, Notice to Key Person(s)/Designated Project Managers.

20. Progress Reports. The Applicant shall submit progress reports to IDEM upon request. The report shall be written, unless otherwise approved by the State. The progress reports shall serve the purpose of assuring the IDEM that work is progressing in line with the schedule provided for in the approved RWP, and that completion can be reasonably assured on the scheduled date.

21. Reservation of Rights.

A. IDEM and the Applicant reserve all rights and defenses they may have pursuant to any available legal authority unless expressly waived herein.

B. Nothing herein is intended to release, discharge, or in any way affect any claims, causes of action, or demands, in law or in equity, that the parties may have against any person, firm, partnership, or corporation, not a party to this Agreement, for any liability it may have arising out of, or relating in any way to, the generation, storage, treatment, handling, transportation, release, or disposal of any materials, hazardous substances, hazardous waste, contaminants, or pollutants at, to, or from the Site. The parties to this Agreement expressly reserve all rights, claims, demands, and causes of action they have against any and all other persons and entities who are not parties to this Agreement, and as to each other for matters not covered in this Agreement.

C. The Applicant reserves the right to seek contribution, indemnity, or any other available remedy against any person other than the IDEM found to be responsible or liable for contributions, indemnity, or otherwise for any amounts which have been or will be expended by the Applicant in connection with the Site.

D. Pursuant to 42 U.S.C. 9607(a)(4)(A), IC 13-25-4-23 and IC 13-25-5-18, the parties agree that this Agreement constitutes an administrative settlement for purposes of 42 U.S.C. 9613(f)(2), under which the Applicant, upon payment of all administrative costs due under the Agreement and the issuance of a Covenant Not to Sue, will have resolved liability it may have, to the extent provided in the Covenant Not to Sue, to the State. The parties also agree that this Agreement constitutes an administrative settlement for purposes of 42 U.S.C. 9613(f)(3)(B), under which the Applicant has resolved the liability it may have to the State to the extent provided in the Covenant Not to Sue.

E. The IDEM reserves the right to bring an action, including an administrative action, against the Applicant for any violations of statutes or regulations except, subject to IC 13-25-5-18(c), for any claim arising under Title 13 in connection with the release or threatened release of a hazardous substance or petroleum that was the subject of the approved RWP.

F. No right conferred on either party under this Agreement shall be deemed waived, and no breach of this Agreement excused, unless such waiver is in writing and signed by the party claimed to have waived such right. The Applicant agrees to waive its rights to administrative and judicial review of the following issues: the binding effect and enforceability of the Agreement and the authority of IDEM to enter into this Agreement.

G. The Applicant agrees not to assert any claim or cause of action under any common law theory or any statute against IDEM and the State of Indiana, its agencies, departments, instrumentalities, authorized officers, employees, contractors or representatives for any action taken by IDEM in connection with this Agreement.

22. Severability. The invalidity of any section, subsection, clause or provision of this Agreement shall not affect the validity of the remaining sections, subsections, clauses or provisions of this Agreement.

23. Termination and Satisfaction.

A. Pursuant to IC 13-25-5-8 and IC 13-25-5-19, the IDEM may make a determination to withdraw its approval of a RWP and/or terminate this Agreement and the Applicant's participation in the VRP. This determination may be made for (but not limited to) any of the following reasons: 1) the Applicant fails to timely submit a proposed RWP that meets the requirement of IC 13-25-5 or this Agreement; 2) the Applicant fails to substantially comply with the terms and conditions of the approved RWP and/or this Agreement; 3) the Applicant fails to implement the RWP after being notified of its approval by IDEM; and 4) the IDEM, at a later date, determines that the Site poses an imminent and substantial threat to human health or the environment pursuant to IC 13-25-5-19.

B. In the event that the IDEM makes a determination to terminate this Agreement and terminate Applicant's participation in the VRP for any reason, all protection provided under IC 13-25-5-18(e) is extinguished and IDEM may bring any action to enforce any statute or regulation under Title 13 of the Indiana Code, including an action regarding the violations that arose from a release subject to this Agreement, and the Applicant shall remain responsible for administrative costs.

Additionally, the Applicant shall remain responsible for all costs related to responding to the release which was the subject of this Agreement.

C. Further, upon termination of this Agreement by the IDEM, the Applicant is removed from the VRP. If the Applicant is terminated from VRP due to its failure to timely submit a RWP, the Applicant may reapply to the VRP. However, any subsequent guidance, rules or other documents approved or required by VRP, as well as any subsequent modifications to the IDEM's RISC non-rule policy document or changes in default closure levels, may be required for any future RWP submitted to IDEM. By reapplying to VRP, the IDEM is in no manner bound to accept the new Application submitted by the Applicant. A reapplication is deemed a new application and, if accepted, the RWP shall be designed and reviewed in accordance with the guidelines established by the Department at the time of reapplication.

D. The provisions of this Agreement shall be satisfied when the IDEM issues a Certificate of Completion to the Applicant. The Parties understand that the IDEM will issue the Certificate of Completion to the Applicant only. Termination or satisfaction of this Agreement does not end the obligations found in paragraph 3 (Access to Records) and paragraph 9 (Administrative Costs).

E. Nothing in this Agreement shall restrict the IDEM from seeking other appropriate relief to protect human health or the environment from pollution or contamination at or from this Site not remediated in accordance with this Agreement.

F. After the IDEM issues the Certificate of Completion, the Governor's Office shall provide Applicant with a Covenant Not To Sue pursuant to IC 13-25-5-18. The Covenant Not To Sue shall contain a listing of the specific work and contaminants covered. The parties understand that the Governor's Office will issue the Covenant Not To Sue to the Applicant only. The Applicant agrees and understands that the covenant shall be conditioned upon and limited to Site conditions described in the approved RWP, provided that the information submitted by the Applicant was complete and accurate.

G. The Applicant agrees and understands that the obligation to pay Administrative Costs pursuant to paragraph 9 of this Agreement shall survive termination of this Agreement.

24. Work Standards. The Applicant shall execute its responsibilities by exercising the professional and technical standard of care that is customary in the field. If the IDEM becomes dissatisfied with the work product of or the working relationship with those individuals assigned to work on this Agreement, the IDEM may request in writing the replacement of any or all such individuals.

Non-Collusion and Acceptance

The undersigned attests, subject to the penalties for perjury, that he/she is the Applicant, that he/she has not, nor has any other member, employee, representative, agent or officer of the Applicant, directly or indirectly, to the best of the undersigned's knowledge, entered into or offered to enter into any combination, collusion or agreement to receive or pay, and that he/she has not received or paid, any sum of money or other consideration for the execution of this Application other than that which appears upon the face of this Application.

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**SIGNATURE PAGE FOR VRA
BETWEEN IDEM AND _____ [ENTER FACILITY NAME]**

In Witness Whereof, the Applicant and the State have, through their duly authorized representatives, entered into this Agreement. The parties, having read and understood the foregoing terms of this Agreement, do by their respective signatures dated below hereby agree to the terms thereof.

For the Applicant: _____ **[PM: ENTER THE VRP ENTITY THAT WILL BE LISTED AS THE APPLICANT ON THE CERTIFICATE OF COMPLETION ON THE LINE ABOVE. THIS SHOULD BE THE APPLICANT AS IT IS LISTED ON THE APPLICATION. FOR EXAMPLE, "SMITH'S GARAGE"]**

| | |
|---------------------|--------------------|
| By _____ | Attested By: _____ |
| Printed Name: _____ | _____ |
| Title: _____ | _____ |
| Date: _____ | _____ |

For the Indiana Department of Environmental Management

Thomas W. Easterly, Commissioner

Date: _____

Technical Recommendation:

Richard Harris, Section Chief
Voluntary Remediation Program

Date: _____

EXHIBIT A

SCOPE OF WORK

The Applicant shall perform the following tasks and provide the requested information relative to this Agreement for the specific purpose of evaluation and implementation of the RWP for the remediation of the release or threatened release of petroleum or hazardous substances from the Site.

Task: A The Applicant shall conduct a full investigation and delineation of the nature and extent of the actual or threatened release being addressed under this Agreement, and the investigation must include any off-site migration of such releases. This requirement is subject to the provision in Exhibit C, Part I, General Special Conditions, Access, concerning areas owned or controlled by entities other than the Applicant.

Task: B The Applicant shall submit a proposed RWP that meets the requirements of IC 13-25-5 as discussed in Task C and Task D not later than 180 days after the execution date of this Agreement. The proposed RWP shall clearly state that the Applicant conducted an investigation of the nature and extent of the actual or threatened release being addressed under this Agreement, including any off-site migration of such releases.

Task: C Pursuant to IC 13-25-5-7, the Applicant shall provide the following items in its proposed RWP: 1) a detailed documentation of the investigation conducted when preparing the proposed RWP, and a description of the work that was performed to determine the nature and extent of the actual or threatened release; 2) a proposed statement of work to accomplish the remediation in accordance with guidelines established by the IDEM; 3) project plans concerning the following: a) quality assurance plan; b) a sampling and analysis plan; c) a health and safety plan; d) a community relations plan; e) a data management and record keeping plan; f) a proposed schedule concerning the implementation of all tasks set forth in the proposed RWP. The proposed RWP shall specify the land use restrictions assumed in developing the RWP, and identify the institutional, engineering, or other controls to be used to restrict land use at the Site. The activities conducted by the Applicant shall be consistent with this Agreement, and all applicable laws and regulations, and appropriate guidance documents as described in the attached Exhibit C, Special Conditions.

Task: D Pursuant to IC 13-25-5-8.5, the proposed RWP must specify the remediation objectives for remediation of hazardous substances or petroleum that are based on background levels or an assessment of risks posed by the hazardous substances and petroleum, taking into consideration the expected future use of the Site and measurable risks to human health, natural resources, or the environment. Risk based objectives shall be based on one of the following: 1) levels of hazardous substances and petroleum calculated by the IDEM using standard equations and default values for that particular contaminant; 2) levels of hazardous substances and petroleum calculated using Site specific data for the default values in IDEM's standard equations; or, 3) levels of hazardous substances and petroleum developed based on Site specific risk assessments that take into account Site specific factors. The proposed RWP, including the format, shall be developed in accordance the guidance documents as specified in the attached Exhibit C, Special Conditions.

Task: E The proposed RWP shall be subject to review and evaluation by the IDEM for 120 days after receipt. Should the IDEM fail to act on the proposed RWP within that timeframe, its failure to act shall not constitute its acceptance of the RWP. The IDEM may request the Applicant to supply additional information or corrected information, and the

Applicant may comply with the request or withdraw the proposed RWP from consideration. If the Applicant fails to make a good faith effort to respond to the IDEM's request to supply additional information, the IDEM may determine that the Applicant failed to timely submit a RWP that meets the requirements of IC 13-25-5 and reject the proposed RWP. Upon the rejection of the proposed RWP, this Agreement shall be terminated and the IDEM reserves the right to bring any action to enforce any statute or regulation under Title 13 of the Indiana Code, including an action regarding the violations or releases that were the subject of the Agreement.

Task: F If the Applicant has submitted a proposed RWP that meets the requirements of IC 13-25-5-7, the IDEM will follow the public notice provisions of IC 13-25-5-11 for the proposed RWP, which include: notification to local officials; providing for placement of a copy of the proposed RWP in a local library; publication of a notice requesting comments on the proposed RWP; and at least a 30-day public comment period.

Task: G Following the public comment period, the IDEM will approve, modify and approve, or reject the proposed RWP pursuant to IC 13-25-5-10. If IDEM rejects the proposed RWP, IDEM shall notify the Applicant of the rejection and specify the reasons for the rejection pursuant to IC 13-25-5-12. If the IDEM approves, or modifies and approves, the proposed RWP, the Applicant shall be notified of the decision, and the IDEM will provide a date that the Applicant may begin implementing the RWP and the date by which the work must be completed pursuant to IC 13-25-5-13. (The approval letter may incorporate by reference the timetable set forth in the proposed RWP.)

Task: H The Applicant shall notify the IDEM Project Manager within 60 days of the RWP's approval of its intent to proceed with the implementation of the approved RWP, and agree to the start and completion dates approved by the IDEM. In addition, prior to starting the work to be performed to remediate the Site, the Applicant shall notify the IDEM, in writing, the name, title, and qualifications of any contractors and/or subcontractors to be used in carrying out the terms of this Agreement. If the contractors or subcontractors to be used to carry out the terms of this Agreement are changed or additional contractors or subcontractors are used, the Applicant shall notify the IDEM Project Manager, and provide the name, title and qualification of that contractor or subcontractor prior to their involvement in the remediation of the Site.

Task: I The IDEM will oversee and review the implementation of the approved RWP and request reports as needed.

Task: J After the remediation work is complete, the Applicant shall submit a Completion Report to the IDEM, and shall provide all the necessary information for a determination to be made whether or not the work was conducted pursuant to the approved RWP and this Agreement. If an Environmental Restrictive Covenant ("ERC") is needed for closure of the Site, the Applicant shall include a proposed ERC(s) with the Completion Report. The proposed ERC will be reviewed by the IDEM. If the ERC is approved by the IDEM, the Applicant shall record it on the deed of the property subject to the remediation. The IDEM will not issue a Certificate of Completion until the recorded ERC is submitted for its review.

Task: K The IDEM will determine whether or not a Certificate of Completion will be issued. IDEM will not issue the Certificate of Complete until the Applicant has remitted all administrative costs pursuant to paragraph 9 of this Agreement. If the Certificate of Completion is issued, the Applicant shall record it on the deed of the property subject to the remediation. The Applicant shall provide a copy of the recorded Certificate of Completion to the IDEM for its review to ensure the recording was correct.

Task: L After the IDEM receives a copy of the recorded Certificate of Completion and determines it was properly recorded, the IDEM Project Manager will prepare a Covenant Not To Sue packet to forward to the Governor's Office for appropriate signature. When the Covenant Not To Sue is executed by the Governor's Office, the IDEM will provide to the Applicant the executed Covenant Not To Sue.

The Contractor shall follow the schedule provided as Exhibit B, Schedule for Project Tasks, attached hereto and incorporated herein.

EXHIBIT B
SCHEDULE OF PROJECT TASKS

The tasks and the associated time periods necessary for the project are as follows:

| TIME PERIOD | TASK |
|---|--|
| Prior to or concurrent with the submittal of the RWP | <ul style="list-style-type: none"> • Task A |
| Within 180 days after the Effective Date of this Agreement or longer per a written extension granted by IDEM | <ul style="list-style-type: none"> • Tasks B, C & D |
| Upon IDEM's receipt of the Applicant's proposed RWP | <ul style="list-style-type: none"> • Task E |
| Upon conclusion of IDEM's review of the proposed RWP and any additional information submitted at IDEM's request | <ul style="list-style-type: none"> • Task F |
| Following the expiration of the 30-day public comment period on the proposed RWP | <ul style="list-style-type: none"> • Task G |
| Within 60-days of IDEM's approval of the RWP | <ul style="list-style-type: none"> • Tasks H & I |
| Following the completion of the remediation work performed pursuant to the RWP | <ul style="list-style-type: none"> • Task J & K |
| After IDEM receives and reviews the recorded Certificate of Completion | <ul style="list-style-type: none"> • Task L |

EXHIBIT C SPECIAL CONDITIONS

In addition to the terms and conditions set forth herein, the parties agree to abide by the following Special Conditions:

Part I General Special Conditions

Access.

To the extent that the Site or other areas where work is to be performed hereunder are presently owned or controlled by parties other than those bound by this Agreement, the Applicant shall obtain access agreements from the present owners. Such agreements shall provide access for IDEM and authorized representatives of IDEM, as specified below. In the event that access to the Site is not obtained, the Applicant shall so notify IDEM, which may at its discretion assist the Applicant in gaining access. IDEM may terminate or modify this Agreement should the Applicant's inability to gain access to the Site or other areas affect the Applicant's ability to perform the work required herein. The Applicant shall provide authorized representatives of IDEM access to the Site and other areas where work is to be performed at all reasonable times. Such access shall be related solely to the work being performed on the Site and shall include, but not be limited to: inspecting records, operating logs, and contracts related to the Site; reviewing the progress of the Applicant in carrying out the terms of this Agreement; conducting such tests, inspections, and sampling as IDEM may deem necessary; using a camera, sound recording, or other documentary equipment for field activities; and, verifying the data submitted to IDEM by the Applicant hereunder. The Applicant shall permit IDEM's authorized representatives to inspect and copy all records, files, photographs, documents, and other writings, including all sampling and monitoring data, which pertain to this Agreement and over which the Applicant exercises control. All persons with access to the Site pursuant to this Agreement shall comply with the approved Health and Safety Plan and established health and safety protocols.

Nothing herein shall be construed as restricting the inspection or access authority of IDEM under any law or regulation. Furthermore, nothing herein shall be construed as restricting the authority of IDEM to abate any pollution or contamination at the Site.

Community Relations.

In addition to performing the requirements specified in the Community Relations Plan in the Applicant's Remediation Work Plan, the Applicant shall cooperate with IDEM in providing information about the Remediation Work Plan to the public. The Parties will give to each other reasonable advance notice of any such public meetings they may hold, and each will work together to agree upon the time and location of any public meeting. IDEM may require the Applicant or its agent to attend any public meeting held by the agency. Before the Commissioner may approve or disapprove the Remediation Work Plan, the Commissioner shall provide thirty (30) days for public comment pursuant to IC 13-25-5-11.

IDEM shall maintain a public information file containing the Remediation Work Plan during the thirty (30) day Public Comment period at a public repository near the Site. The Applicant shall provide the location of a suitable public repository in accordance with applicable guidance.

Extensions of Time Periods–Generally.

Any written response shall be deemed timely performed if hand delivered or postmarked by the last day of any time period prescribed herein. Whenever a Party has the right or an obligation to do some act or make some response within a prescribed period after the service of a notice by mail, three (3) days shall be added to the prescribed period.

Whenever any Party is called upon to respond or otherwise act in a certain number of days, and the final day occurs on a Saturday, Sunday or legal holiday (whether state or national), such time limitation shall automatically extend to the next business day after such Saturday, Sunday or legal holiday.

Any time periods specified in this Agreement may be extended only by written agreement of the Parties.

Extensions of Time Periods for submitting a RWP.

The Applicant may receive an extension of time for no longer than 90 days if requested in writing and the IDEM determines good cause exists for requesting the extension. Applicant may request a second extension for no longer than 90 days if requested in writing and the IDEM determines good cause exists for requesting the second extension. In no event shall more than two 90 day extensions be granted, and if Applicant fails to submit a RWP that meets the requirements of IC 13-25-5 within the initial 180 day period or within an extended time period as granted by the IDEM, this Agreement shall terminate and the IDEM reserves the right to bring any action to enforce any statute or regulation under Title 13 of the Indiana Code, including an action regarding the violations or releases that were the subject of this Agreement.

Notice of Bankruptcy or Death.

As soon as the Applicant has knowledge of its intention to file bankruptcy and no later than seven (7) days after the actual filing of a voluntary or involuntary bankruptcy petition, the Applicant shall notify IDEM of the filing of a bankruptcy petition. If an Applicant dies, as soon as a personal representative of a deceased Applicant's estate becomes aware of this VRP project, the personal representative shall notify IDEM of the probate of the estate. IDEM shall be notified as a creditor of the bankruptcy and/or estate. IDEM's claim may be a contingent claim, in whole or in part, as there may be oversight costs due after the closing of the bankruptcy and/or probate estate.

Notice to Key Person(s)/Designated Project Managers.

Whenever any notice, statement, report, approval, notification, disapproval, and other correspondence or communication is required under this Agreement, it shall be sent to the following addresses by U.S. First Class mail, hand delivery, overnight mail, or by courier service:

Notices to IDEM:

[Project Manager](#)
Voluntary Remediation Program
MC 66-30V IGCN 1101
Indianapolis, Indiana 46204-2251
[\(317\) 23_-\(extension\)](#)

Notices to Applicant:

[Applicant's name](#)
[Address](#)
[City, State, Zip](#)
[Phone Number](#)

Part II

Special Technical Conditions

Compliance with Guidance Documents.

All work performed and all documents submitted shall be in accordance with all the VRP guidance documents available and in effect as the Effective Date of this Agreement, including the IDEM's *Risk-Integrated System of Closure non-rule policy document (Waste-0046-NPD, 24 Ind. Reg. 1986 (2001))* and IDEM's *Draft Vapor Intrusion Pilot Program Guidance (April 26, 2006)* or any other Vapor Intrusion guidance approved by IDEM. The Applicant may supplement this guidance with guidance or other documents approved by the VRP. Guidance documents identified in this Agreement are named for the convenience of the Applicant; the failure to specify a specific guidance document in this Agreement shall not be construed as a limitation on the applicability of a guidance document.

Environmental Professionals.

All work plans and reports related to the practice of geology to be submitted by the Applicant shall be designed and implemented under the direction and supervision of a Licensed Professional Geologist ("LPG") licensed in Indiana with expertise in hazardous substance or petroleum Site investigation and remediation. If the work requires a designed remediation system or engineered barrier, the work will be done under the direction and supervision of a Professional Engineer ("PE") with expertise in hazardous substance or petroleum Site investigation and remediation.

Quality Assurance.

The Applicant shall use quality assurance, quality control, and chain of custody procedures in accordance with the Quality Assurance Project Plan approved for use by IDEM throughout any sample collection and analysis activities under this Agreement, unless IDEM agrees otherwise.

Applicant shall provide the IDEM Project Manager with reasonable advance notice of all sampling and analysis as detailed in the Investigation or Remediation Work Plans. IDEM reserves the right to require the presence of an IDEM representative during any sampling that the Applicant uses as confirmation sampling. To provide quality assurance and maintain quality control, the Applicant shall do each of the following.

- (a) Applicant shall allow IDEM personnel and/or IDEM authorized representatives reasonable access to laboratories and personnel utilized by the Applicant for analyses.
- (b) Applicant shall ensure that all sampling and analyses are performed according to U.S. EPA methods, the approved Quality Assurance Project Plan, or other methods deemed satisfactory by IDEM.
- (c) Applicant shall ensure that any laboratories used by the Applicant for analyses participate in a documented Quality Assurance/Quality Control program that complies with U.S. EPA guidance documents. As part of such a program, and upon request by IDEM, such laboratories shall perform analyses of samples provided by IDEM to demonstrate the quality of analytical data for each such laboratory.
- (d) Applicant shall perform confirmatory sampling for all contaminants and all media for which a Certificate of Completion and Covenant Not to Sue are sought. Applicant shall specify in the Remediation Work Plan the

means of taking confirmatory samples and notify IDEM personnel a minimum of fourteen (14) days prior to taking confirmatory samples.

IDEM reserves the right to reject any data not gathered consistent with the requirements of this section and Exhibit C, Part II (Sampling and Data/Document Availability) and to require that the Applicant utilize a different laboratory.

Sampling and Data/Document Availability.

The Applicant shall, upon request, make the results of all sampling, including raw data, and/or tests or other data generated by the Applicant, or on the Applicant's behalf, available to IDEM. IDEM will make available to the Applicant the quality assured results of sampling and/or tests or other data similarly generated by IDEM.

At the request of IDEM, the Applicant shall provide to IDEM (and/or its authorized representative) splits or duplicates of any samples collected by the Applicant pursuant to the implementation of this Agreement. At the request of the Applicant, IDEM (or its authorized representative) shall provide split or duplicate samples to the Applicant of any samples collected by IDEM and/or its authorized representative pursuant to the implementation of this Agreement. Each Party shall notify the other in advance of any sample collection activity.

Scientific Practices.

The Applicant shall employ sound scientific, engineering, and construction practices.

**Part III
Interagency Cooperation**

The following agencies have an interest in the Remediation Work Plan because of concurrent jurisdiction over the Site:

1. Indiana Department of Natural Resources
Executive Office Room W-256
402 W. Washington, Indianapolis, IN 46204
Attn: John M. Davis
Phone: (317) 232-4025
Fax: (317) 233-6811
2. Indiana State Department of Health
Epidemiology Resource Center
3-D
2 N. Meridian St.
Indianapolis, IN 46204
3. Department of Homeland Security
Fire Code Enforcement, Fire & Building Safety
Rm E-241
402 W. Washington St.
Indianapolis, IN 46204
Phone: (317) 232-2222
Fax: (317) 233-0307

4. U.S. Department of Interior
Fish & Wildlife Service
Bloomington Ecological Services Field Office
620 South Walker Street
Bloomington, Indiana 47403-2121
Telephone: (812) 334-4261
Fax: (812) 334-4273

The Applicant shall provide notice to these agencies of the submission of the Remediation Work Plan by sending them a copy of the Remediation Work Plan Executive Summary, a Site map, and the names of the Project Managers for the Parties. Any of the above named agencies that wish to review the Remediation Work Plan shall be given an opportunity by IDEM to comment during the time that IDEM is reviewing the Remediation Work Plan or during the thirty (30) day public comment period provided for in IC 13-25-5-11. If the Applicant wishes to address natural resource damages in the Remediation Work Plan, the Applicant shall so notify the State and Federal Natural Resources Trustees within thirty (30) days of the Effective Date of this Agreement.

Part IV Natural Resource Damages

The Applicant may devise and carry out a plan for restoration, rehabilitation, replacement, or acquisition of equivalent natural resources or pay to the State the value of the natural resources, as determined by the Natural Resource Trustees. The plan may be developed and implemented as part of the Remediation Work Plan. If the Applicant wishes to address natural resource damages in the Remediation Work Plan, the Applicant shall so indicate in the notice to State and Federal Natural Resources Trustees, as specified in Exhibit C, Special Conditions, Part III, Interagency Coordination.

After receiving notice of the Applicant's desire to address natural resource damages, the Natural Resources Trustees may perform a pre-assessment screen for injury to, destruction of, or loss of natural resources. The Applicant expressly agrees to reimburse IDEM for any and all costs incurred by either IDEM or the Indiana Department of Natural Resources in performing the pre-assessment screen. The Applicant will perform the assessment of damages based on the pre-assessment screen. This Agreement and the Covenant Not to Sue issued hereunder do not alter the liability of the Applicant or any other person to the federal government for claim of natural resource damages under any federal law.

**EXHIBIT D
ITEMIZED COSTS**

END OF DOCUMENT